



STATE OF UTAH

Office of the Legislative Auditor General

315 HOUSE BUILDING • UTAH STATE CAPITOL COMPLEX • SALT LAKE CITY, UT 84114-5315
(801) 538-1033 • FAX (801) 538-1063

JOHN M. SCHAFF, CIA
AUDITOR GENERAL

Openings For:

Performance Auditors

Deadline for Application: Friday, December 6, 2013

Position Summary

The Office of the Legislative Auditor General, a nonpartisan office serving the Utah State Legislature, announces full-time openings for entry-level Performance Auditors.

- Annual salary of **\$43,500** with career path opportunities
- Health insurance, life insurance, and retirement benefits
- Assistance toward obtaining the Certified Internal Auditor (CIA), Certified Public Accountant (CPA), Certified Fraud Examiner (CFE) or other approved professional designations

Newly hired performance auditors receive on-the-job training and work in team settings to conduct compliance, financial, efficiency, effectiveness, and organizational audits of state government agencies. New auditors support senior performance auditors and auditors-in-charge, to gather and interpret audit-related materials which are compiled into reports to the Utah State Legislature.

Required Skills

Must possess and maintain a high level of appropriate auditing skills including:

- Extensive use of quantitative and statistical analysis, computer spreadsheets, database functions, financial controls and other data modeling and analysis techniques. **(Individuals possessing a high degree of information technology skill will be given priority in hiring.)**

Must possess and maintain a high level of communication and teamwork skills including:

- Interpersonal communication skills necessary to maintain a cooperative working relationship both internally and externally to the organization.
- An ability to conduct interviews, field observations, and document reviews of audited agencies in a potentially hostile environment.
- Writing and presentation skills necessary to effectively communicate organized ideas and audit conclusions to office leadership, legislators and other public officials.

Minimum Qualifications

Master's degree in business, public administration, public policy, information technology, accounting, statistics, finance, economics, organizational behavior, human resource management or related field.

Interested candidates may mail (or email) a cover letter and résumé to:

Darin Underwood, CIA — Audit Manager
Office of the Legislative Auditor General
W315 House Building • State Capitol Complex • Salt Lake City, UT 84114-5315
dunderwood@le.utah.gov • <http://le.utah.gov/audit/olag.htm>
801-326-1741 office/voice • 801-580-3978 text/voice